Paul Mitchell The School Colorado Springs

SECURITY CAMERA POLICY

The primary purpose of utilizing security cameras in public areas is to deter crime and to assist law enforcement in enhancing the safety and security of Future Professionals, staff, guests and Paul Mitchell the School Colorado Springs property. The primary use of security cameras will be to record video images for use by law enforcement and other school officials charged with investigating alleged violations of law or school policy. The use of security cameras shall be limited to public areas.

Paul Mitchell the School Colorado Springs may monitor and review security camera feeds and recordings as needed to support investigations and to enhance public safety. It is not intended or expected that security cameras will be routinely monitored in real time.

Monitoring individuals based on characteristics of race, gender, ethnicity, sexual orientation, disability, or other protected classification is prohibited.

Video footage will be stored on the server & accorded appropriate computer security with access by authorized school personnel only.

Security camera recordings, with the approval of the School Director, shall be used for the purposes of enhancing public safety, discouraging theft and other criminal activities, and investigating incidents (including the release of recordings to external law enforcement agencies).

Security camera recordings shall not be used as an alternate means of a student verifying their attendance for any period of time. The only acceptable means of attendance verification is proper use of the MyPortico app or a Lost/Missing Time form accurately filled out and signed by all appropriate parties.

The school may utilize routine security camera recordings in support of disciplinary proceedings against employees and/or students, or in a civil suit or other proceeding involving person(s) whose activities are shown on the recording and relate to the proceeding.

Requests for release or review of recorded material must be approved by the School Director and must be submitted in writing. If such a request is made for the purpose of ascertaining if a personal item(s) has been lost/stolen, the School has 15 business days to respond to any such request. All equipment, tools, and personal items must be secured in the student's assigned locker. Paul Mitchell The School Colorado Springs is not responsible for any lost or stolen articles.

Requests for release of recorded material set forth in subpoenas or other legal documents compelling disclosure should be submitted to the School Director.

The existence of this policy does not imply or guarantee that security cameras will be monitored in real time continuously or otherwise. The existence of this policy does in no way guarantee that lost/missing personal items will be returned.